

1 May 1975

OFFICE OF FINANCE NOTICE NO. 9-75

SUBJECT : Developmental Profile for the MF Career Subgroup

1. GENERAL

This Notice establishes a Developmental Profile for members of the MF Career Subgroup which is a tool to guide career development action.

2. PURPOSE

The purpose of the attached Developmental Profile is to identify certain training courses, or core courses, for certain functional assignments and grade levels. This Profile is not designed as a rigid prescription for uniform training and experience among all members of the career subgroup. Not all MF careerists will or should be expected to progress exactly as the Profile specifies. Rather it constitutes a broad plan or program which may be changed as necessary to meet the requirements of the MF Career Subgroup.

[Redacted Signature Box]

Thomas B. Yale
Director of Finance

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Attachment
Developmental Profile

DEVELOPMENTAL PROFILE

MF CAREER SUBGROUP - DDA

GS 07 - 09		GS 09 - 11		GS 12 - 13		GS 14 - 15	
Training	Assignment	Training	Assignment	Training	Assignment	Training	Assignment
IWA	Within Office of Finance	Fundamentals of Supervision & Mgmt	Dep Ch/Ch of Branch/Office of Finance	Effective Briefing & Writing	Branch Chief/Office of Finance	Advanced Intelligence Seminar	Division Chief/Deputy Chief
Effective Writing		ISFM	Area B&F Office	ISFM		Mgmt Seminar	Area B&F-Chief
Managerial Grid	Area B&F Office	Admin Rev: Trends & Highlights	First Line Supervisor	Midcareer	Area B&F-Dup Chief/Chief	CIA Sr. Seminar	
Field Admin		FT Language Training	Jr. Auditor/CSAD	Admin Rev: Trends & Highlights		CIA: Today & Tomorrow	
FMTP		EEO For Supervisors	Field Assignment as Finance Officer	FT Language Training	Auditor/CSAD	MBO Workshop	Branch Chief/CSAD
PT Academic	Field Assignment as Jr. Finance Officer	PT Academic		Project Officer in the Contract Cycle	Field Assignment as Sole Finance Officer or Ch/Finance	External Mgmt Training	Field Assignment as Sr. Finance Officer
	Finance Trainee GSF-07	Effective Writing		CIA: Today & Tomorrow		EEO for Supervisors	
				PT Academic			
IWA = Intelligence in World Affairs							
FMTP = Financial Management Training Program							
ISFM = Information Science for Financial Management							

29 APR 1975